



Department of Procurement,
Management & Budget
Division of Procurement

City Hall
101 W. Third Street
P.O. Box 22
Dayton, OH 45401
(937) 333-4030 / Fax (937) 234-1600
www.daytonohio.gov

TO: Bidders/Proposers on RFP No. 22-026PND

FROM: City of Dayton, Ohio
Division of Procurement

SUBJECT: ADDENDUM 1 Questions and Answers for above No. 22-026PND

The City of Dayton has received questions relating to our RFP No. 22-026PND 2022 Building Services Plan Review.

The following are the questions with answers for this RFP No 22-026PND. Please consider this document in preparation of your bid/proposal response. In the answers of these questions the City of Dayton shall be noted as "City".

To ensure the integrity of the bid/proposal process, a signed copy of this bid/proposal addendum notice shall be included with your company's response to this document.

(Print Name)

(Date)

(Signature)

(Company Name)

Sincerely,

Hilary Ross Browning
Budget & Grants Supervisor
Department of Planning, Neighborhoods & Development



CITY OF DAYTON
REQUEST FOR PROPOSAL RFP NO. 22-026PND

Building Services Plan Review

July 29, 2022

In the answers of these questions the City of Dayton shall be noted as “City”.

1. The RFP did not list a time for the opening of the bids via zoom. What is the time for the opening of bids?

Answer: The opening of bids will be via zoom on August 5th at 2 pm.

2. What type of volume of permits are we anticipating?

Answer: The City anticipated the need for 40 hours a week of plan review services for 2022 and up to 95 a week of plan review services for 2023.

3. Will this be an exclusive plan review contract?

Answer: No, this will not be an exclusive contract.

4. Will all plan review be done electronically, or will there be an in-person component?

Answer: The RFP, under section 2.03, states for the proposer to *“Provide pricing for in-person plan review and remote plan review. Remote could include both hard copy and electronic documents. With remote option, Proposer shall be responsible for the collection and return of plan reviews from the City.”*

5. How soon after the bid would a contract be in place?

Answer: The City must follow the City’s Charter for procurement. This process may take up-to 8 to 12 weeks. This is a priority for the City and this may expedite the process but the contract process must be in accordance to the City’s charter.

6. Does the City belong to Omnia?

Answer: Yes, the City belongs to Omnia. If the vendor wishes to use Omnia discount pricing, then the vendor would need to submit their RFP with the Omnia discount pricing to the City. The RFP response will be evaluated as if the proposer was not offering the Omnia discount pricing.